

**N.H. EMERGENCY MEDICAL & TRAUMA SERVICES
COORDINATING BOARD**

St. Joseph's Hospital – Nashua, NH

“APPROVED MINUTES”

September 16, 2004

Members Present: Steve Achilles; Dave Dubey; Fred Heinrich; David Hogan; Janet Houston; Douglas McVicar, MD; Jackie Normile; Suzanne Prentiss; Susan Reeves; Joseph Sabato, MD;

Members Absent: David Duquette; Paul Gamache; Stephen Grise; Julie Lastowka; Karen Lord; J. Mastromarino, MD; Shawn Mitchell; Dianne Roberts; John Sutton, MD; C. Wilmot, MD, Norman Yanofsky, MD

Guests: Bill Brown; Al Burbank; Jonathan Dubey; Fran Dupuis; Jeanne Erickson; Steve Erickson; Robert Gougelet; Liz Karagosian; Doug Martin

Bureau Staff: John Clark, ALS Coordinator; Kathy Doolan, Field Services Coordinator; Clay Odell, Trauma Coordinator; Fred von Recklinghausen, Research Coordinator; Bill Wood, Preparedness Coordinator

- **12:45 PM - Prior to the formal meeting/Special Presentation:** Chris Stawasz and Brad Weilbrenner of Rockingham Regional Ambulance offered information about their companies “Black Box” Technology and anyone interested in seeing how the system worked was allowed to drive the vehicles outfitted with the equipment.

I. CALL TO ORDER

Item 1. The meeting of the Emergency Medical & Trauma Services Coordinating Board was called to order by Joe Sabato, MD, Chair at 1:10 PM on September 16, 2004, at the St Joseph's Hospital, Nashua, New Hampshire.

All were welcomed and introductions of those present at the meeting site were completed.

II. ACCEPTANCE OF MINUTES

Item 1. July 15, 2004 Meeting Minutes

After review of the minutes D. Hogan made a motion to accept the minutes as written and this motion was seconded by S. Achilles. All members present approved the minutes unanimously.

III. DISCUSSION ITEMS

Item 2. – NH EMS Medical Control Board Report – J. Mastromarino was not present at the meeting. D. McVicar summarized the morning MCB meeting.

It was mentioned that the protocols were moving along. Stated that the protocol committee was making sure that protocols were not duplicated. MCB felt that the portion of the protocol that outlines patient status should receive input from the Coordinating Board about the lights and siren procedures to be included in order to make it completely clear. The Safety Committee of the Coordinating Board was asked to take on this project – any one is welcomed to give input to this topic via this committee (Steve Achilles committee Chair). Discussion took place about the appendix section of the protocols and the future format of this section.

D. McVicar summarized discussion on :

- The Chemical Exposure: Nerve Agent Protocol, specifically use of the MarK One kit.

- The Ad Hoc committee set up by the Commissioner was at the point of finalizing their recommendations and would be forwarding them by 9/21/04.

D. McVicar went on to mention the CPAP evaluation programs and the success that they had and that with this type of program evidence based decisions could be made.

Steve Achillies raised for discussion the question of at what point does the Coordinating Board weigh in on the recommendations made by the Committee. Chief Prentiss will bring this back to Director Mason, possibly Mart Modigliani for an answer.

(Please refer to the May 20, 2004, MCB Minutes for detailed information.)

The Bureau Chief asked the Chair to request a change in the agenda so that the New England Council MCI program could be explained by JoAnne LeBrun, visiting from Maine. The group agreed to move "Item 5" to be next on the agenda.

Item 5. – New England Council (NEC) MCI Program – J. LeBrun

Ms. LeBrun represents the NEC and stated that the MCI program has been adopted in Maine where she teaches the program. She asked for specific question from the group and offered that she was willing to answer any issues concerning the group.

Dr. Sabato described the history of the topic area and F. Heinrich explained that the goal of this Board was to adopt one consistent program for all EMS providers to train on and use in the field for standardization purposes. Discussion took place over the other programs, such as START and JUMP START, that are being used and the positives and negatives of each.

Ms. LeBrun explained that training on this program is emphasized in Maine and the day to day use of the system is promoted. She also described how the program works within the Incident Command System. In Maine triage tags are

given out by the State and that the training is paid for by Emergency Management funding. She also explained that the program is a section within their state protocols and is included as a part of the EMT-B course (3 hrs of training).

Item 3. – NH Bureau of EMS Report – S. Prentiss

The Bureau Chief asked that everyone refer to the written report in the packets and gave a summary of activity to the group present.

Alternative to Refresher Training Program (RTP) – One Instructor from each Region has been awarded the opportunity to pilot test an alternative process to the RTP. These programs will be evaluated by the Bureau's Education Section and will be ongoing for two years.

Trauma System & Preparedness – Trauma Triage and Documentation "Train-the-trainer" programs have been held and the presentation information is available on the Bureau's web site. Ten additional programs will be held by I/C's that attended the training sessions.

The Trauma Conference will be held November 10th at the Inn at Mills Falls in Meredith, featured will be performance improvement, managing the transfer issues and TEMSIS.

Preparedness issues – MCI planning and Triage standards are still under discussion. Steve Achilles is introducing a "Before Triage, Treatment and Transportation- MCI plan Development" at the North Country Conference and the Bureau will assist in presenting this program to each EMS Region.

Chemical Exposure/Nerve Agent Protocol – a protocol has been developed by the Content Review Committee and "fast tracked" in order to have it approved so that when the Mark One kits are available, the protocol for use will be in place. A physician from Boston EMS is being retained on contract to develop the training piece.

Military EMS Providers and re-registration – Upon return from active duty an EMS Provider will have 90 days to complete the RTP process and submit the documentation to the Bureau Chief so that it can be reviewed and a letter written to the National Registry, requesting re-registration. Please forward anyone in this situation to the Bureau Chief for inclusion in this process.

EMS Annual Awards – This is the ninth year of the annual awards, which will be presented at the North Country EMS Conference Banquet on October 16th. Each year we receive more and more nominations showing us that the awards have become a recognized event with the Providers in the state. A complete list of the recipients is listed in the written report – Medical Control Board, Region Five representative, Frank Hubbel has been awarded the "Connor Honor" 2004.

Scope of Practice – On November 5, 2004 at the NH Fire Academy, Dan Manz, Principal Investigator for the National Scope of Practice Model Project will present the history and development of the project's first draft. All are welcomed

to attend and should register with the Bureau.

Vaccination “Evaluative Study” Project – Activity has begun on this project and one location in each of the five EMS Regions has been approved as training sites for Paramedic education to administer pneumococcal and flu vaccines.

Paramedic “e-Mentoring” – This is a preceptor program established by the Bureau to network new and veteran Paramedics in the New Hampshire EMS System. For more information contact John Clark, ALS Coordinator at 271-4568.

(Please refer to the September 16, 2004, Bureau of EMS Report for more details.)

Item 4. – Voluntary “Best Practices” – Ambulance Transportation Safety – S. Prentiss

This item was skipped over – please see handout – dated July 13, 2004 - entitled “Ambulance Transportation Safety – Provider and Patient”

Item 5. – New England Council MCI Program - (moved up in agenda – see above)

Item 6. – Medical Reserve Corp – J. Sabato

Dr. Sabato asked Bill Brown (So. NH Medical Center) to present the information. Mr. Brown gave an updated PowerPoint presentation (handout) on the Citizen Corp mission.

Item 7. – Disaster Training Update – J. Sabato.

Dr. Sabato discussed upcoming Basic Disaster Life Support (BDLS) and Advanced Disaster Life Support (ADLS) training programs in October - brochure/application was handed out.

Item 8. – Vaccination Project – J. Sabato

Dr. Sabato mentioned that the Bureau Chief had already given an update on this program that was sufficient to date.

Dr. Sabato then asked Ed Carria of Rockingham Ambulance to speak on the Basic Trauma Life Support (BTLS) program and mentioned that he was going to approach the NH Medical Board to request that a Chapter be formed in the state. It was recommended that Ed bring this to the Trauma committee and the Bureau would facilitate his attendance as we felt this issue should be referred for their review.

Item 9. – Coordinating Board Appointments “Letters” – K. Doolan

K. Doolan gave an overview of the difficulties the Board has had in getting members re-appointed to the Coordinating Board positions. Letters have been sent to the appropriate contact at the Governors office but no responses have come back to date. The Director has suggested that all expired or soon to expire

members have the organizations which they represent create updated letters and send them to Kathy who will forward them all together to the Director who will then carry them through the process via the Commissioner.

S. Reeves asked that a draft letter be sent to all members so that they can see what the letters should include and this will also prompt them to get the letters written. K. Doolan agreed to send the draft letters out very soon.

Item 10. – Items of Interest – All present

None mentioned

IV. ADJOURNMENT

Motion was made by S. Reeves to adjourn the meeting at 3:30 PM. Seconded by D. McVicar and approved by all present.

V. NEXT MEETING

Date: November 18, 2004

Location: Richard M. Flynn Fire Academy, Concord, NH

Time: 1:00 PM – 3:30 PM

Respectfully Submitted,

Suzanne M. Prentiss, Bureau Chief, EMS

(Prepared by K. Doolan, Field Services Coordinator)